

**MINUTES OF MEETING  
HERITAGE OAK PARK  
COMMUNITY DEVELOPMENT DISTRICT**

The workshop of the Board of Supervisors of the Heritage Oak Park Community Development District was held on Thursday, February 21, 2019 at 9:00 a.m. immediately followed by the regular meeting at 10:00 a.m. at the Heritage Oak Park Lodge, 19520 Heritage Oak Boulevard, Port Charlotte, Florida.

Present and constituting a quorum were:

Brian Bitgood	Chairperson
Paul Falduto, Jr.	Vice Chairperson
Olin Earl Bell	Assistant Secretary
Linda Nadelin	Assistant Secretary
Edward Carey	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michelle Egan	Project Manager
Residents	

*The following is a summary of the minutes and actions taken at the February 21, 2019 workshop and regular meeting of the Heritage Oak Park CDD Board of Supervisors.*

**WORKSHOP AGENDA**

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Bitgood called the meeting to order and Mr. Koncar called the roll.

**SECOND ORDER OF BUSINESS**

**Capital Improvement Plan Update**

- Mr. Bitgood reviewed Capital Assets. Any improvements needed, we want to include in the budget.
- He discussed item by item from a list he distributed.
- Some items can be postponed, for example, the Lodge office phone system.
- Sports Bar: card tables, bar stools will be included in this year's budget.
- Pumps do not have to be replaced.
- We will repave a section of Winding Oak because the first curve is falling apart.

- Lodge Sound System; we asked for a quote for the existing sound system. The sound system is not working as it should be.
- Shuffle Board Courts look very good.
- Bathroom fixtures were replaced last year.
- The pool gazebo appears one corner of it is starting to sink.
- Tennis lights were fixed last year.
- We do not have many major projects this coming year.
- We are looking into enclosing the lanai so it could be used on a regular basis as opposed to only Spring and Fall.

**THIRD ORDER OF BUSINESS**

**Responses to Resident Questions**

- Audience comments were received.
- Mr. Bell hopes the street lights are kept operational.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the workshop adjourned.

**REGULAR MEETING**

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

- Mr. Koncar called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

- The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

- Audience members made comments.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. **Approval of the Minutes of the January 17, 2019 Meeting**
- B. **Financial Statements and Check Register**

On MOTION by Mr. Bell seconded by Mr. Falduto with all in favor the Consent Agenda was approved.

**FIFTH ORDER OF BUSINESS**

**Old Business**

**A. Pool Update**

- Ms. Egan noted Mr. Todd Proa is on his way and should be here within the next 45 minutes.
- This item will be discussed at the end of Old Business.

**B. Lodge Renovations**

- Mr. Bitgood noted he and Ms. Egan met with the designers this week.
- They came up with a paint scheme. They will return March 14<sup>th</sup> to show different schemes.
- Ms. Connie Gustafson spoke about the exterior design of the Lodge and different paint colors.

**C. Landscape Services**

- Ms. Egan sent out the bid for landscape services. She received two responses back.
- Mr. Bitgood noted we will put the RFP on the website.
- Mr. Falduto felt we should handle this bid as soon as possible and there should be a pre-bid meeting.
- It was noted HOPCA is also going out for bid for landscape services.
- Mr. Bitgood wants to get this going in order to make sure it is included in the FY 2020 budget.
- Mr. Koncar noted the tentative budget is due June 15, 2019 to the County. So the Board must decide what they want to put in their budget. You can change the budget, but the key is your assessments. You cannot increase your assessments after that date.
- Mr. Bitgood asked whether the Board would like to meet on February 28, 2019 at 10:00 a.m. which would be a continuation of today's meeting.

**SIXTH ORDER OF BUSINESS**

**New Business**

**A. Speed Humps on Green Oak**

- Mr. Bitgood noted we had a request to install two speed humps on Green Oak coming from the back gate.
- Ms. Nadelin sees no need for them.
- Mr. Falduto noted if we determine there is a need for them, we can revisit this issue. But at this point considering there has only been one complaint, I do not see a need for it.
- That is the consensus of the Board.

**B. Banking Report**

- Mr. Koncar noted we researched several different banks.
- He will refer this item to the continued meeting on February 28<sup>th</sup> because he wanted to give the Board some options in writing.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

- There being no report, the next item followed.

**B. Engineer**

There being no report, the next item followed.

**C. Manager**

**i. Proposal from Persson, Cohen & Mooney, P.A.**

- Mr. Koncar noted the Board requested staff look into potential for different counsel.
- We received one resume with some background. The individual being recommended from this firm would be Mr. Andy Cohen. Mr. Koncar is familiar with Mr. Cohen.
- They have several clients in this area.
- Their fee is \$258 per hour and they do charge for travel time. They charge for a paralegal is \$95 per hour. Their fee is in line with what other charge.
- Our current attorney, Mr. Ross, is very slow in responding to us.
- Mr. Bitgood noted we do not need an attorney to come here on a regular basis. We need an attorney to give us legal opinions and that types of things. That was the issue with Mr. Ross, who did not respond.
- Mr. Koncar will try to bring back other attorney names at the February 28<sup>th</sup> continued meeting.

**D. Field Manager's Report**

- There not being any, the next item followed.

**E. Service & Inspection Report – Lake & Wetlands Management**

- After the Board agreed, Ms. Egan noted she will email the Lake & Wetland Management Report directly to each Supervisor instead of putting them in the agenda package because they usually arrive too late to include in the agenda package.
- The reports will also be posted on the HOP website.

**EIGHTH ORDER OF BUSINESS**

**On-Site Administration Report – Project Updates**

- o Ms. Egan updated the Board on the awning. Installers, Inc. will come out to repair.
- o The exercise windows have been ordered. They are scheduled to get them into their shop at Charlotte County Glass on March 22<sup>nd</sup>. They will be installed the week of March 25<sup>th</sup>.
- o She updated the Board on the sprinkler inspection and the pool lift. She told the contractor she wants a brand new lift, not a used one.
- o She discussed the back wall. It could be painted green or we can repaint the entire wall. The Board wants to see all the options available and then make a decision.
- o The sound system was discussed again. Mr. Bitgood asked D.B. Sound Systems, LLC to give us a quote to replace the sound system here and move the existing one, modify it and put it in the Sports Bar. He was asked to give a written quote, but they have not done so.
- o The Board will not make a decision until a quote is given.
- o Mr. Falduto commented whatever sound system we get; he hopes that one of the impetuses is that it is hearing impaired friendly for residents who have a problem with hearing.
- o Mr. Falduto also commented on the awning. He hopes the awning has the capability of having the residents who can put it up and also take it off.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

- o Ms. Nadelin asked that the lighting issue be added to the March 14<sup>th</sup> agenda.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

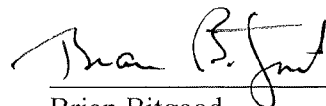
- o Audience comments were received.

**ELEVENTH ORDER OF BUSINESS**

**Continuation**

There being no further business, the meeting was adjourned.

On MOTION by Mr. Bell seconded by Mr. Falduto with all in favor the meeting was continued to February 28, 2019 at 10:00 a.m.




---

Brian Bitgood  
Chairman